

St. Brigid's School - Full Governors Meeting Minutes

Thursday 11th October 2012

Quorum – 3/5	Chair – TH Mr Tony Hannigan
--------------	-----------------------------

Clerk - AS Miss A M H Spiller In attendance –JM Julian Molloy

	Attendance	Go v	Apologies/ Absent			Gov	Apologies/ Absent
VB	Vicky Barlow	√		MK	Mick Kumwenda		√
JC	Judy Corbett		√	GLW	Geraint Lloyd Williams	√	
CD	Colleen Davies		√	PM	Phil McGreevy		√
PEJ	Philip Eyton-Jones	√		DM	Darren Millar		√
MH	Maria Hammersley	√		LO	Liz Oliver	√	
MHe	Markus Hesseling	√		JS	Jane Stewart	√	
BH	Barbara Hughes	√		ST	Sally Tansley		√
DJ	David Jones	√		RL	Rebecca Lawson	√	

Issues Discussed

PART 1

- Minutes of Previous Meeting & Matters arising
- Governor Training
- Head Teacher's Report
- School Council Report
- Sub-Committee Reports
- Safeguarding
- Policy & Procedure for review & ratification
- Election of Chair; Vice Chair; Sub-Committees & the Chairs
- Register of Governors Interests
- CCF
- Any Other Business

PART 2

- Employment Tribunal
- Staffing Committee
- Modernising Education

Decisions and recommendations made	By Whom	When
<p>1. Elections of Officers & Sub-Committees</p> <p>a) TH The Chair was thanked, he had done a splendid job. Nominations for Chair were called for by the Clerk. TH nominated. No other nominations. Proposed by JS & Seconded by MH. TH left the room. Votes taken. He was unanimously re-elected.</p> <p>b) Vice-Chair PEJ was nominated - Proposed by MH & Seconded by JS. He indicated that if it was everyone's wish he would accept but stated that this would be for the last time. He was duly elected.</p> <p>c) Sub Committees: A proposal sheet was circulated.</p> <p>Admissions: Chair Philip Eyton-Jones - Proposed TH & Seconded by MH</p> <p>Staffing: Chair Jane Stewart – Proposed PEJ & Seconded TH</p> <p>Pupil Discipline & Exclusions/Staff Appeals: Chair Phil McGreevy - Proposed JS & Seconded MHe</p> <p>Complaints: Chair Markus Hesseling – Proposed TH & Seconded JS</p> <p>Curriculum: Addition of BH - Chair Sally Tansley – Proposed JS & Seconded MHe</p> <p>Finance: Election deferred to next meeting of the sub-committee</p> <p>Property/H & S: Addition of Colleen Davies & Gareth Maysmor *(Non Voting*) Chair Philip Eyton-Jones – Proposed LO & Seconded MHe</p> <p>Staffing: Addition of GLW - Chair Jane Stewart – Proposed by MHe & Seconded by MH</p> <p>The revised list of Sub-Committees to be circulated by the clerk.</p> <p>MH requested that meetings be scheduled for 6 p.m. It is difficult for some Governors to attend meetings held during the day.</p> <p>The draft table of meetings was circulated. MHe to negotiate a revised date for next Complaints S/C Meeting as it now clashed with a full Governors Meeting on 6th Dec.</p>	AS	

<p>The Admissions Policy for 2014 would be published in the press by 15th April. DCC had made complaints to the WG about this year's policy.. He would circulate his reply to WG to Govs.</p> <p>There were approximately 300 on the waiting list for places.</p> <p>b) Boarding – For information: In the absence of JC, TH reported that there were 10 Boarders.</p> <p>A new boarder in Yr 8 had started this month. The committee was actively promoting boarding and posters in A5, A4 & A3 were in the process and ready for distribution to Forces bases.</p> <p>The CSSIW Inspection was due next Half Term, no date given as yet. Next meeting on 22/10.</p> <p>c) Complaints – Committee had not met.</p> <p>d) Curriculum – The Standards 2012 presented to the committee on 10/10 was circulated. A Corrected full set to be sent out.</p> <p>In the absence of ST, VB reported. KS3 results had been verified. KS4 not yet verified. KS5 issues in the cohort numbers for the draft SSSP – following up with WG.</p> <p>Analysis compares with Families of schools data as well as LA and Wales. Maths identified as area for improvement at KS4. VB to line manage with support from Linda Mason - Advisor. This year's results could affect our Banding position. English & Science had performed well.</p> <p>Free School Meals FSM – Eligibility within County no longer a problem. The out of County figures was proving difficult. We had a large number of pupils out of County. JM agreed to let VB know how this was progressing.</p> <p>Pupil Deprivation Grant: We did not benefit significantly from this fund.</p> <p>e) Finance – MH reported that Martyn Dodd DCC had attended the last Committee meeting.</p> <p>New Draft Proposal for the Budget Formula was out for consultation, it was simplified. No one knew how the previous formula was calculated. The problem was being unable to check the previous system for calculating against new formula.</p> <p>It was late coming out for consultation. Sent out via e-mail. Not long to review. A review Meeting booked with Carly Wilson & Graham Davies on 25/10</p> <p>New formula. One lump sum. Some schools would gain, others lose.</p> <p>2012/13 – overall budget looked favourable. There were a number of outstanding issues with the system which was now up & running. Still no Key Performance Indicator KPI report. Still a fair amount of work.</p> <p>This was a risk area with SW moving on this term – VB negotiating interim support with DCC.</p> <p>f) Property – Due to meet on 16th Oct.</p> <p>g) Staffing – Previously reported within Matters Arising.</p>	<p>PEJ/AS PEJ</p> <p>AS</p> <p>JM</p> <p>VB/TH/PEJ AS</p> <p>PEJ</p>	<p>15/4</p> <p>25/10</p> <p>16/10</p>
<p>6. Governors Business Interests Most Governors had submitted. O/S to be reminded</p>	<p>AS</p>	
<p>7. Safeguarding Covered in Matters Arising</p>		
<p>8. Policies Need to list Policies – Ongoing tick off when they have been to Sub-Committees. To be published for Govs access on Website (Password Protected) once approved.</p>	<p>VB/AS TH/JS</p>	<p>6/12</p>
<p>9. Terms of Reference Draft terms of reference circulated for: Admissions – Approved with the following amendment 'may meet in the Autumn Term. may meet on any occasion unless the order on a waiting list had been previously approved.' Amended version to be circulated Property Committee – Approved Staffing – Approved Pupil Discipline – Approved. Terms of Reference for Governors Committees to be published on the Governors website.</p>	<p>PEJ</p>	
<p>10. Any Other Business a) Induction Day – JS reported that she as Link Gov had attended. The day was led & arranged by LP. Pupils divided into two T/T groups for the day with LC, TB, SA, AP & AT. It was excellent. Lot of preparation by teachers & admin. She had enjoyed it. Pupils completed an evaluation questionnaire. She had been inspired. b) Link Govs – Need to be on Agenda for next meeting. Guidance from SLT. The re-arrangement for a Regional Team meant JM would in future have a different role as our Secondary Officer. He would remain with St B's & provide Pastoral support for the</p>	<p>VB/JM</p>	

<p>Head Teacher. The Primary & foundation phase would not see much change.</p> <p>c) Meeting with SLT – TH expressed a wish for Governors to meet for ½ day once a year on a Saturday with SLT. VB stated she would need to consider and suggested a ½ day during the week when they would be taken off T/T.</p> <p>d) SIP/SDP The previous plan had now expired. It had not been updated. Work in progress this term. VB would report up date electronically.</p>	<p>VB</p> <p>VB</p>	<p>Spring Term</p>
PART TWO		

<p>Date of Next Meeting – Thurs 6th December 2012 at 6.30 p.m.</p>	<p>Duration of Meeting: 1.25 Hours</p>
<p>Draft Mins to Head Teacher: 30th October 2012 Draft Minutes to Chair: 7th November 2012</p>	<p>Draft Minutes to Committee: 12th November 2012</p>